

BOARD OF YAKIMA COUNTY COMMISSIONERS

IN THE MATTER OF ESTABLISHING)
THE YAKIMA COUNTY SOLID WASTE) Resolution No. 459-2007
ADVISORY COMMITTEE AND)
ADOPTING COMMITTEE BY-LAWS)

WHEREAS, it is the intention of the Board of County Commissioners of Yakima County, Washington to establish a Solid Waste Advisory Committee as required by RCW 70.95.165 ; and,

WHEREAS, the Solid Waste Advisory Committee shall be established to assist the Board of County Commissioners of Yakima County, Washington in the development of programs and policies concerning solid waste handling and disposal, in the preparation of solid waste management plans and by reviewing and commenting on proposed rules, policies or ordinances relating to solid waste prior to adoption in accordance with the attached by-laws and organizational structure; now, therefore,

BE IT HEREBY RESOLVED by the Board of County Commissioners of Yakima County, Washington that the Yakima County Solid Waste Advisory Committee is established, and the attached by-laws are adopted for the aforesaid Solid Waste Advisory Committee.

Dated this 18th day of September, 2007



ATTEST:

Tiera L. Girard
Christina Steiner, Clerk of the Board

Tiera L. Girard
Deputy Clerk of the Board

Michael D. Leita
Michael D. Leita, Chairman

Ronald F. Gamache
Ronald F. Gamache, County Commissioner

J. Rand Elliott
J. Rand Elliott, County Commissioner
Constituting the Board of County Commissioners
for Yakima County, Washington

Handwritten initials

**YAKIMA COUNTY
SOLID WASTE ADVISORY COMMITTEE
BYLAWS
Adopted by Resolution No. 459-2007**

I. ORGANIZATION – COMPOSITION AND PURPOSE

The Yakima County Solid Waste Advisory Committee (SWAC) shall consist of up to thirteen (13) members appointed by the Board of Yakima County Commissioners and any number of ex-officio members. The SWAC shall assist the Yakima County Board of Commissioners in the development of programs and policies concerning solid waste handling and disposal, in the preparation of solid waste management plans and by reviewing and commenting on proposed rules, policies or ordinances relating to solid waste prior to their adoption.

II. OFFICERS/MEMBERSHIP

- A. **Members** – The SWAC shall be composed of thirteen (13) members, each having one vote. Membership is as follows:
1. Yakima County Board of Commissioners (1)
 2. City of Yakima (1)
 3. Two Cities with Population exceeding 5,000 (2)
 4. Three Cities with Population under 5,000 (3)
 5. Yakima Valley Conference of Governments (1)
 6. Business and Industry Representative (1)
 7. Waste Industry Representative (1)
 8. Recycling Industry Representative (1)
 9. Agriculture Industry Representative (1)
 10. Public Health and Safety Representative (1)
- B. **Ex-Officio Members** – The Yakima County Board of Commissioners may appoint non-voting ex-officio members to the SWAC.
- C. **Appointments** – Members shall be appointed by the Board of County Commissioners.
- D. **Terms** – Members shall serve a term of two (2) years commencing from the appointment date. Members may be reappointed to serve consecutive terms. Reappointment shall be subject to confirmation by the Yakima County Board of Commissioners.

- E. **Chair** – The initial Chairperson shall be appointed for a two (2) year term by the Board of County Commissioners. Subsequent chairpersons shall be elected by the SWAC sitting in regular, open public meetings. The Chair will preside over committee meetings and coordinate development of the agenda with the Yakima County Public Services – Solid Waste Division Manager. The Chair will sign all correspondence originated by the SWAC on behalf thereof.
- F. **Vice Chair** – A majority of the SWAC shall elect one of its members as Vice Chair. The term of the Vice Chair shall be for two (2) years. The Vice Chair will preside over SWAC meetings in the absence of the Chair.
- G. **Secretary** – The Yakima County Public Services – Solid Waste Division Manager, or designate, shall act as Secretary to the SWAC.
- H. **Attendance** – A SWAC member who accrues three (3) consecutive, unexcused absences from regular meetings may be removed from the SWAC by the Board of County Commissioners with the concurrence of two-thirds majority of the SWAC members.

III. MEETINGS

- A. **Regular Meetings** – Meetings of the SWAC shall be called when necessary by the Chair. It is anticipated that meetings will be held monthly during active review of Solid Waste Management Plan Updates and at a minimum not less than semi- annually during off-planning years. At least fourteen (14) days prior notice shall be given.
- B. **Minutes/Agendas** – Minutes of all meetings shall be kept by the Secretary and distributed to the members within three (3) weeks after a meeting. Agendas shall be prepared by the Solid Waste Division staff with input and verbal approval by the Chair and distributed to the SWAC members at least seven (7) days in advance of any regularly scheduled meeting. Meeting minutes will be approved by the SWAC at the next regular meeting.
- C. **Public Access** – All regular meetings of the SWAC shall be held in a place that is open and easily accessible to the public. Provision shall be made for public comment at each meeting. Approved meeting minutes shall be available to the public on request. The SWAC is subject to, and will conform with, the provisions of RCW 42.30, the State Open Meeting Act.

- D. **Quorum** – A quorum is required to be present before an official, regular meeting of the SWAC can take place. A simple majority of the voting members of the SWAC shall constitute a quorum.

IV. RECOMMENDATIONS

The role and purpose of the SWAC shall be to advise and make recommendation to the Yakima County Board of Commissioners on matters within their scope and charge as provided for in SWAC By-Laws. Written reports, recommendations and correspondence submitted to the Yakima County Board of Commissioners shall be forwarded on behalf of a majority of the members over the signature of the Chair. Minority reports, if any, shall be attached to, and forwarded with such reports, recommendations or correspondence without comment by the Chair.

V. WAIVER OF RULES

Any of the above rules or procedures may be waived by a majority vote of the quorum provided further that the reason therefore be included in each motion for waiver.

VI. AMENDMENT OF BYLAWS

Any of the By-Laws may be amended or repealed, and new By-Laws may be adopted, by two-thirds majority vote of the quorum and approval by the Yakima County Board of Commissioners. Prior notice of thirty (30) days shall be given to the SWAC before undertaking amendatory action.